Moorpark Community College Grant Proposal

by Canelle Irmas

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To: NATIONAL ENDOWMENT FOR THE HUMANITIES

From: MOORPARK COMMUNITY COLLEGE LIBRARY

CC: RELEVANT PARTIES

Date: 12 NOVEMBER 2019

Re: HUMANITIES COLLECTIONS AND REFERENCE RESOURCES

Subject line

Attached you will find the Moorpark Community College Library's project narrative for the Humanities Collections and Reference Resources grant. It details our library's proposed project for a music section extension to our library including musical instrument check out, a collection of sheet music, infrastructure for soundproof practice rooms, and programs encouraging musical education.

pr

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style-phr

This is a program we have put much time and effort into developing, and the funding received from a grant such as yours will provide the opportunity we need to see our dream fully realized. We hope this proposal finds you well, and we can work together to develop our music library extension. Thank you for your time and consideration. We eagerly await your response!

cont

Significance

We here at the Moorpark Community College Library know how important the arts are to our student's education, and we recognize the need for more funding for arts programs. We also know how impactful music education can be on a student's life and academic success. That is why we are hoping to turn our library into a place where music can thrive. Our library is built to serve our students, to provide them with the materials they need to explore and discover, to establish a means for them to better themselves both as scholars and as members of the community. We put the needs of the students first in our library, and in serving our students we realized that there was a need for more music classes, access to musical instruments, sheet music and practice rooms. We believe that our library is the perfect place for these resources.

The Moorpark Community College Library hopes to produce a number of positive outcomes and impacts in the lives of our students and libraries everywhere through the resources this grant will give us. Our project will allow music students to succeed and prosper in their individual studies and prepare them for successful music careers after graduation. The study of music can be demanding; often requiring a lot of time, dedication, and not to mention discipline. Students will no longer have to seek a place to rehearse or struggle to find or purchase instruments or sheet music. With the help of your funding, students will have the space and resources to practice their instruments and advance in their classes as well as in their professional lives.

The impact of our project will go even beyond this. Those interested in learning an instrument or are music enthusiasts who are not studying music in their courses will also benefit from our music project. Music is the universal language with the power to heal, inspire, and broaden the mind. The outcomes of our spaces and resources will have a direct impact on student's lives and well-being. Additionally, students will have a place to retreat to and unwind from the stresses of everyday life; resulting in happier more fulfilled human beings.

It is extremely evident how important music is to academic and overall quality of life and fulfillment. Not only does it allow students a sometimes much needed creative and emotional outlet but it also helps to exercise the mind in a way that bolsters the students ability to creatively problem solve through their whole range of academic pursuits, not to mention the inherent value of the art itself, its ability to express an artist and move an audience. Studies have shown time and time again how musical studies facilitate growth in a myriad of other academic pursuits.

This project will help transform the way students and the outside world view libraries, setting a new standard for what libraries can do and accomplish. Thanks to our activities, students will see the library in a new light, not as simply a house for books, somewhere to study and research, or a place to access our computers but as a sanctuary where they can learn, discover, and express themselves. In addition to being a place of research and study, our library will become a center for creativity and engagement.

History, Scope, and Duration

Because of budget cuts, especially to the arts, extra funding for artistic endeavors like music programs are needed now more than ever. Funding for music programs have been cut in the last few years leaving a gap that needs to be filled. With these recent budget cuts in mind our

library is hoping to bridge that gap and provide some much-needed space for our musically inclined patrons. We are seeking to provide a free space where students can learn and practice their musical skills without fear of the program being defunded. We intend to build a permanent space where students can come to freely discover, receive guidance, and take time to learn their skills. Although we anticipate this space mainly being used by students specifically studying music, we plan to open the space up to any students who would like to use the facility and collection. We hope to create a welcoming environment for our students at every point on their musical journey, whether they are studying music at Moorpark Community College, want to explore music as a hobby, or are just beginning to learn.

Moorpark Community College has an established department for the study of music, but there has not yet been established somewhere with open access to instruments, practice rooms, or sheet music to check out. Of course, this creates a huge gap in the capabilities of both students and practitioners in the music department. Sheet music, instruments, practice rooms have all been left up to the students and faculty to source for themselves. If we want to provide a productive learning environment, we must also provide the resources for this learning. These materials and spaces could provide the opportunities students need for exploration outside class and for learning, practice, even the foundation of musical groups for students to build their musical prowess, and these resources would be available for anyone, not simply restricted to students in the music department, allowing students from the whole breadth of subjects to broaden their understanding and opportunities.

We have explored the necessities of a large expansion such as this, the cost and work that will be required not only for the infrastructure but also the collection needs as we add a whole new category of accessible information. This grant would be the first step in establishing a whole new collection of music materials and programs. The establishing of this extension may take up to two years, however it is a worthy investment for something that will continue to contribute to the student body for the life of the college.

Methodology and Standards

We plan to build an environment where music can be celebrated and musical skills can be developed. This depends on building a space both literally and figuratively where students have access to sheet music, practice rooms, classes, and programs that will help them to improve their skills and better themselves without being locked behind a paywall. This is the essence of this program, to create a new branch of the existing campus library with a musical collection and associated practical resources for those looking to learn, hone and discover their musical craft.

The first step towards building this collection is to acquire a large stock of different sheet music available for check out. Just as a writer needs books to develop their craft and a scientist needs research scholarship to inform their knowledge, so to do musicians at all stages need music to support their growth as musicians. Sheet music is the raw material musicians use to build their artistry. Sheet music can be extremely expensive for an individual who wants to explore the breadth of artists and genres that are available to them, and we want our students to have equal access to this wealth of knowledge no matter their socioeconomic status so they all have an equal opportunity to build their skills. Our sheet music collection would be extensive, including music for many different instruments, ensemble pieces, vocal arrangements in the huge range of genres and encompassing the foundational greats that are so important for students to build their knowledge.

One of the biggest challenges musicians often face is finding somewhere to practice. Especially with louder instruments, even if you have the instrument, there are sound ordinances and requirements for certain living spaces. This is even more true with the younger people who make up the majority of the college body as they are living with family or other students often in shared apartment buildings. A feature of this proposed extension would be the addition of several soundproof practice rooms for students to reserve. Using their campus ID card, they can effectively check out one of these rooms and have a safe space to practice in, one that is private, quiet, and comes with no low volume requirements. Thus, they can be free to utilize their new knowledge and build on it in an environment free from the usual restrictions that is free and open for access when they need it.

To support the utilization of this new extension, we have planned on creating several classes and programs to help our students develop their new found musicianship or further their continuing education with groups and one-on-one mentorship. This would be formed with deep collaboration with our existing music department. The instrument lending library especially would allow the school to offer beginner courses without the huge burden of cost that requires the student to bring their own instrument would cause. Not all programs would require a professor; however, we also plan on instituting student led programs including mentorships where more advanced students could help budding musicians find their ground and music groups where the library would facilitate the meeting of like-minded musicians to collaborate.

Evaluation for a program like this would depend heavily on record keeping. For the sheet music library, we would keep circulation records as we do with any book in the library, cataloguing how often materials are checked out. In order to maintain relevance, librarians would consistently check these records to evaluate what items should be kept or removed from the collection. They would also be responsible for filling any gaps in the collection. To aid in this, we would institute avenues for student suggestion, allowing students to request sheet music they would like to see in the library. For the instrument lending program, we would keep similar circulation records, however these would focus more specifically on which instruments are most desirable, how often we run out of a desired instrument, and how often and costly the maintenance is on the instruments. These can all lead to bettering our practices around our instrument lending, ensuring that there are enough for those who want them and that we are adequately protecting them. The practice rooms will need to be tested extensively for their soundproofing, as they must work well to maintain the peace of the library as a whole. Again, records are instrumental here in determining the desirability of the rooms, how often there are none available. Feedback from students would be extremely useful in all these evaluations, and surveys will be released regularly with questions directed towards however we are looking to improve at the time whether that be the availability and time restraints of practice rooms, desire for more or different resources, or the success of the associated programs. For things like classes, we can institute similar methods to what the university already uses, anonymous evaluation forms distributed on the last day of class providing feedback on enjoyment, professors, and usefulness.

In order to achieve all of this we would need to do several different things. First, we plan to buy a large amount of sheet music to create a catalogue of music students can check out as they would any other library book. This will consist of music for a variety of different instruments and vocals as well as catering towards different skill levels and designed for different arrangements, i.e. solo, duet, etc. In addition to the collection of sheet music, we plan to curate a collection of instruments that students can check out from the library, after all, what

7
ss
8
prep
pr
punct.
cont
Clarity?
Clarity?

good is sheet music without anything to play it on. Then, we would need to build several practice rooms requiring soundproofing as to not disturb the rest of our library. This would be the most expensive part of our project as it is the biggest undertaking and would involve creating new building infrastructure. Lastly, we will need to expand our staff to man this new extension. We need librarians who are familiar with music specifically so that they can effectively catalogue our new materials and also maintain and build our collection as it becomes necessary. In addition, this extension requires staff who can help maintain instruments, though these can be paraprofessionals trained or familiar with the instrument upkeep. Finally, we will need to source administration who would be available to teach some classes and hold tutorial sessions. While some of this can also be done by hiring more advanced students from the music department, we would also want to partner with some professors in the department as well who would be willing to teach some beginner courses. Thus, we expect this extension to cost around $400,000.

red.

This is an ambitious project, no doubt, but we believe in libraries and in music. We believe in our students and will support them through innovative services, no matter the obstacle. It is evident that we will need future funding for our activities in order to achieve this ambitious endeavor. We are beginning with this grant, but we will continue to pursue other grants and funding from our academic institution. We will find support for our project and continue in making a difference, no matter the time and cost. Our library is truly committed to broadening our community, enriching the lives of our students, and providing support for the academic endeavors of the college as a whole. This music library extension is only one step in our continuing journey towards building a supportive community around the Moorpark Community College Library.

ss

Moorpark Community College Grant Proposal

GRADEMARK REPORT

FINAL GRADE

86/100

GENERAL COMMENTS

Instructor

Hi Canelle, Joel, and Stephanie -- overall you're making convincing points for funding your music library extension -- what a great resource this will be for students. Please spend more time proofing and revising your document to improve readability and impact. Quite a few issues you could have avoided.

PAGE 1

QM

Subject line

your subject line should be informative and indicating the purpose of your memo

Additional Comment

answer to: what about humanities ...

QM

pr

Proofread. You could have avoided this error with close proofreading.

Additional Comment

In detail, our...

Text Comment. is

Strikethrough.

QM

style-phr

Improve style/phrasing (also you might have a 'bad habit' of reusing certain constructions); OR word order is off, might need to transpose/reorder.

Additional Comment

this is not incorrect; however, if you transpose sequence, your flow/readability will improve

We have put much time and effort into our extension program. We kindly ask for your funding support to fully realize our extension plan.

QM

cont

Content needs revision, or more in-depth/sophisticated exploration.
Additional Comment

please see previous comment/revision; dreams hardly will receive funding; always use concrete terminology

PAGE 2

Comment 2

Add a title to your proposal; the cover memo is a separate document.

QM

format

Format. You need to change either the font, the margins, the line spacing, etc.
Additional Comment

no indented paragraphs in single-spaced document; add one space between paragraphs

QM

PL/SG

incorrect form: if singular this should be plural; if plural this should be singular

QM

GR

Grammar error. (Can be anything. Check tense, article usage, verb form, subject/verb agreement, etc.)
Additional Comment

has

QM

cont

Content needs revision, or more in-depth/sophisticated exploration.
Additional Comment

complete information: ...and art education at K-12 schools

QM

red.

Redundant. Unnecessary (filler) word, or repetition of word, phrase, idea, etc.
Additional Comment

cut to maintain flow

Strikethrough.

PAGE 3

Comment 4

complete the thought: ...to learn and practice...

QM

ss

Sentence structure problems: sentence may be too long and complex, or may contain a mixed construction; you might have to break up the sentence. OR you may have to consolidate 2 sentences (often this improves conciseness).

Additional Comment

when proofreading, read the doc out loud to catch these types of errors

QM

?

???

Additional Comment

needs clarification (do you mean: opportunities?)

QM

?

???

Additional Comment

needs clarification; sounds as if there's big pile of music that is not organized?

Strikethrough.

QM

coherence

improve flow/readability; think about the context and how to connect ideas effectively

Additional Comment

this sentence needs strong revision; break it up

QM

ss

Sentence structure problems: sentence may be too long and complex, or may contain a mixed construction; you might have to break up the sentence. OR you may have to consolidate 2 sentences (often this improves conciseness).

QM

wc/expr

Word choice: word doesn't quite reflect what you mean, or is not a good choice in this context (find a better expression).

Additional Comment

better: initial work... (also to avoid using 'establishing' twice--see previous sentence)

QM

punct.

Punctuation error. Can be anything: missing comma, too many commas, etc. Also, quotation marks are always OUTSIDE a comma, period, or question mark, as in, bfljflj kjfljfljlj, "sjdfkjshfjhs ksjshfh."

Additional Comment

conjunctive adverb use semicolon

...years; however, ...

QM

cont

Content needs revision, or more in-depth/sophisticated exploration.
Additional Comment

be careful with judging students and generalizing - why would they need to better themselves?

Strikethrough.

Comment 7

better to use "instructor"

QM

ss

Sentence structure problems: sentence may be too long and complex, or may contain a mixed construction; you might have to break up the sentence. OR you may have to consolidate 2 sentences (often this improves conciseness).
Additional Comment

revise for readability and grammar (avoid "where... where...") break this up.

Comment 8

Add a heading "Program Evaluation" and start a new section

QM

prep

preposition error
Additional Comment

with

QM

pr

Proofread. You could have avoided this error with close proofreading.
Additional Comment

use plural

QM

punct.

Punctuation error. Can be anything: missing comma, too many commas, etc. Also, quotation marks are always OUTSIDE a comma, period, or question mark, as in, bfljfljj kjfljfljlj, "sjdfkjshfjhs ksjshfh."
Additional Comment

use semicolon to precede conjunctive adverb; follow with a comma

QM

cont

Content needs revision, or more in-depth/sophisticated exploration.
Additional Comment

seems like an odd purpose/outcome

QM

Clarity?

lacks clarity: add more detail/rethink this part

Additional Comment

who are you protecting?

QM

GR

Grammar error. (Can be anything. Check tense, article usage, verb form, subject/verb agreement, etc.)

Additional Comment

appears incomplete; revise sentence

QM

Clarity?

lacks clarity: add more detail/rethink this part

Strikethrough.

QM

red.

Redundant. Unnecessary (filler) word, or repetition of word, phrase, idea, etc.

Additional Comment

"also" is the same as "as well"; you're doubling up

QM

ss

Sentence structure problems: sentence may be too long and complex, or may contain a mixed construction; you might have to break up the sentence. OR you may have to consolidate 2 sentences (often this improves conciseness).

Additional Comment

consolidate to not use "believe" twice.

Strikethrough.